

Appendix 1

Procurement Strategy

2017/2018

Perth and Kinross Council



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This strategy sets out the strategic focus of Perth and Kinross Council for its procurement activities; including how we will meet our aims and objectives and achieve value from our purchasing decisions.

Foreword

The Council is facing the greatest financial challenges in a generation, preparing for an unprecedented population increase, along with rising demand for our services; whilst managing the most significant change in public service, with the integration of health and social care, as part of a larger public sector reform agenda.

In these circumstances, embedding a strategic and partnership approach to procurement and adopting innovative, commercially focused practices in the management of our spend with third parties (over £200m per annum), will play a significant role in meeting such challenges whilst supporting the Council's broader aims of achieving better outcomes for our communities.

Recently introduced Procurement Reform legislation is a key driver for our activities, and as a public body, this legislation confers certain obligations on the Council. These requirements help us contribute to a more prosperous, fair and sustainable economy.

Our new Procurement Strategy sets out how the council will direct its external spend on goods, services and works to meet these requirements, to achieve savings, meet our legal obligations and to deliver wider local economic, environmental and social benefits for our community.

Councillor Ian Miller
Leader of the Council



Bernadette Malone
Chief Executive



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1. Executive Summary/Introduction

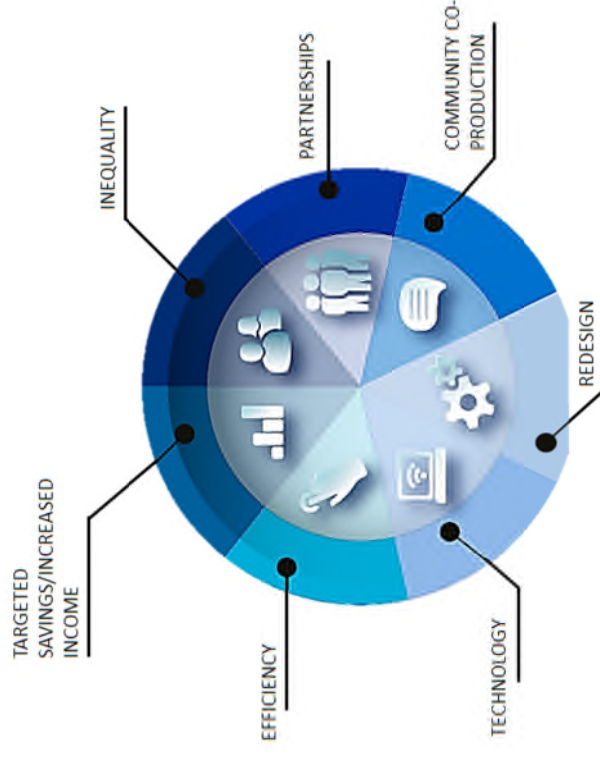
This Procurement Strategy recognises that effective, well constituted procurement work can positively support the achievement of objectives set out in the Community and Corporate plans for Perth and Kinross.

The Council's [Building Ambition Transformation Strategy](#) sets out the themes for improvement across all activities.

How we manage the agreements and relationships we have with third parties plays a key role in achieving success under each of these themes. The Procurement Strategy has been developed to support this need.

Our Procurement Transformation project is projected to achieve £2.5m recurring savings by 2019/20.

The Council has demonstrated a strong commitment to ensuring best value in procurement, that continuous improvement is achieved across all procurement work, and that efficiencies to help the front line services are secured in a sustainable way.



Introduction

The Corporate Plan is the Council's overarching plan which clearly sets out the Council's ambition to be an excellent organisation, delivering high performing quality services that meet the needs of users and communities. It demonstrates the Council's commitment to improving services; enhancing the quality of life of our citizens and making best use of public resources. It gives a commitment to deliver excellence through developing our people, modernising our organisation and working constructively in partnership with other bodies to deliver high quality services to our local communities. Procurement has a key role to plan in realising these objectives.

In recent years there has been a greater commercial focus on procurement and commissioning, with the development of a new approach to our Procurement Strategy and a detailed improvement plan which has led to significant improvement.

During this time we have taken a new approach to commissioning through Health and Social Care Integration, and have reviewed our commissioning arrangements with the Arm's Length Trusts Horsecross, Live Active Leisure and the creation of a new Trust: Culture Perth and Kinross.

We have also revised our Following the Public Pound guidance, to ensure we maximise the value we derive from all the routes we use to commission services.

This Procurement Strategy aligns to the [Scottish Government's vision](#) of “**Delivering procurement that improves public services for a prosperous, fairer and more sustainable Scotland**” and “**delivers local economic, environmental and social benefits**”.

This procurement strategy reflects the increasingly important role that strategic procurement plays in enabling our Council to deliver local economic, environmental and social benefits, and sets out the enhancements that the Council must make to the way in which it carries out its procurement activities.

2. Vision for procurement

In the 2016 strategy the Council set out the vision for procurement as:

“To achieve commercial excellence in our procurement activities and ensure that we deliver Best Value services to the communities of Perth and Kinross.”

“To do so in an effective, efficient, ethical and sustainable way that delivers local economic, environmental and social benefits.”

This strategy for 2017 and the early months of 2018 will build on that vision and detail both the improvement work and the contracting activity which will be carried out to meet the vision.

3. Context

The Council works in an increasingly complex, dynamic and challenging environment. It is important to consider the context and drivers for change (both local and national) that have informed the development of this strategy.

The purpose of this strategy is therefore to set out how Perth and Kinross Council will direct its expenditure on goods, services and works to meet the needs of the communities it serves, and to highlight the key principles which will support the continuous improvement of procurement across the Council.

Collaborative partnerships are a key part of maximising efficiencies in procurement processes and outcomes, and we are involved in several of these arrangements, including the Tayside Procurement Consortium (TPC), [click here](#) the Scottish Government procurement team and Scotland Excel. [click here](#)

Our partnership with Dundee City and Angus Council's is constituted by the Tayside Procurement Consortium, which has its own strategy which provides an overarching approach for the three Councils. This strategy aligns to the objectives set out for Tayside, for the partner councils.

Therefore this Council strategy should be considered in conjunction with the Tayside Procurement Consortium procurement strategy 2015-2020. [click here](#)



4. Aims, Objectives and Key Priorities

This strategy applies to all of the Council's external expenditure on goods, services and works.

These aims, set out in the following pages, have been developed to support continuous improvement in procurement.

Strategic Aim	How we will do it
Savings To deliver savings and Best Value whilst improving outcomes for our communities through our procurement activities	• By challenging the status quo and changing patterns of demand • By incorporating social value requirements in appropriate contracts • By working together and in collaboration with others to identify opportunities for economies of scale • By making better use of market research and benchmarking • By reviewing and investing in our systems to develop a corporate wide pipeline of procurement opportunities and provide better quality data to inform decision making and identify priorities • By engaging early with suppliers and the people who use public services to help develop contract specifications that more accurately reflect service users requirements • By embedding a corporate approach to measuring the benefits achieved through procurement and reporting regularly of what has been achieved – in cash and non-financial terms

Aims, Objectives and Key Priorities

Systems To embed a more innovative and commercially focused approach to procurement across the Councils to simplify processes, deliver best value and reduce risk	• By clarifying roles and responsibilities of those involved in procurement exercises and ensuring that these are complied with • By considering how best to allocate resources to deliver procurement activities and, create the level of expertise required in key commodity areas • By developing staff through appropriate training and mentoring • By standardising and simplifying our procurement processes and documentation • By improving the Councils' approach to contract and supplier management to ensure that contracts are delivering value and innovation throughout their life cycle • By publishing regular performance and compliance reports for review by elected members • By being recognised as a “customer of choice” by the supply base
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Aims, Objectives and Key Priorities

Sustainability To secure maximum social value from the Councils' considerable spend with third parties by embedding sustainable procurement as "business as usual"	• By thinking innovatively and strategically about the Council's needs and the range of options for delivery • By early engagement with key stakeholders to seek input • By adopting a corporate approach to procurement • By maximising the use of Community Benefit clauses in all appropriate contracts • By designing contract strategies to maximise accessibility to suppliers of all sizes • By developing and maintaining a corporate risk register specifically for contracts to reduce risks and identify common areas for improvement.
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An associated action plan to ensure that the strategy is delivered has been prepared. The detailed operational action plan will be managed by the Corporate Procurement Manager. The Council's Head of Community Planning, Strategic Commissioning & Organisational Development will have responsibility for the improvement programme and delivery of the objectives.

5. Spend

Each year we spend around £200m with third party suppliers, including commissioned services, and the procurement of goods and services. Collaborative partnerships are a key part of maximising efficiencies in procurement processes and outcomes; we use collaborative contracts developed under several of these arrangements. Our Strategy for delivering an effective portfolio of contracts includes use of contracts formed by the Tayside Procurement Consortium, Scotland Excel and the commercial team of the Scottish Government – Scottish Procurement.



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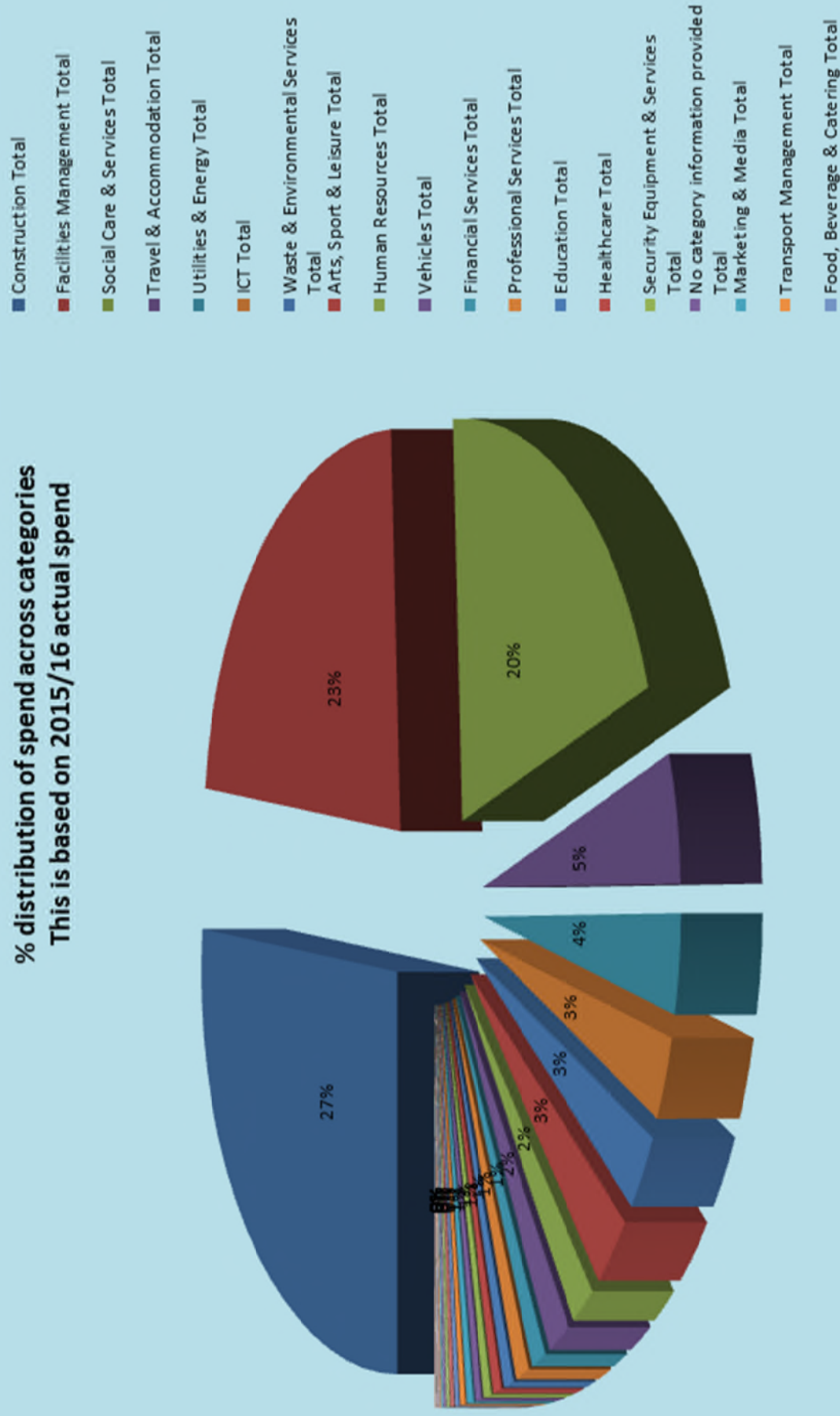
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The full range of contracts available from each of the collaborative groups can be viewed by following the links below:



% distribution of spend across categories
This is based on 2015/16 actual spend



6. Financial Information

Budget Information

The Medium Term Financial Plan sets out the challenges for the next three years and is the basis on which the Final Revenue Budget for 2016/17 and a Provisional Revenue Budget for the years 2017/18 and 2018/19 was approved on 11 February 2016. Proposals for a detailed Revenue Budget for 2017/18 will be set before Council for approval on 9 February 2017.

Following approval the detail of the 2017/18 budget will be published [here](#).

Considerable progress has been made with improvements to the management and procurement of capital projects. A composite capital budget for the period 2016-2022 has been set. A summary of the funded projects reviewed from page 75 onwards of [this report](#). Further to the information that can be found in the 2016/17 budget, each budget line which will result in procurement work will also be included in the Council's Contract Delivery Plan – see Appendix 1 for more detail on the contracts which will be created.

Contracts Register

A key dataset the Council publishes is the Contracts Register. A searchable format of the Register can be viewed via a link on the Council website. [Click here](#)

The search functions on Public contracts Scotland can be used as a data source for exploring the contracting plans of a wide range of public bodies, including Perth and Kinross Council. The data can be viewed online, opportunity to search for specific contracts or themes. The data can also be downloaded as an Excel spreadsheet or a .csv file.

7. Recommendations

In [Section Four](#) of this strategy we have set out our high level aims and objectives. These will be delivered through an operational action plan. This section draws out the most significant enhancements we aim to make in the period covered by this Strategy.

Focus on meeting our savings targets through continually improving and lean procurement practice

Enhance the ways in which we offer support to businesses.
We will work with the business community to identify appropriate support mechanisms to ensure all those interested in becoming more familiar with our procurement processes have the information they need.

Explore opportunities for greater collaborative working across Tayside particularly, but also across the whole public sector generally.

Further develop the Social Value that can be delivered from contracts by working in partnership with our suppliers

8. Monitoring, Reviewing and Reporting performance

Monitoring

Regular updates on this strategy will be provided to the Council's Executive Officer Team, to the Modernising Governance Member/Officer Working Group, and the Strategic Policy and Resources Committee. Updates will include progress being made to meet the aims and objectives set out in [Section Four](#) of this strategy and on the execution of the recommendations in [Section Six](#).

Reporting

Ensuring that procurement performance is reported regularly to an appropriate committee was highlighted as an essential requirement in the Accounts Commission Report on Procurement in Councils [click here](#). Progress of the delivery of this strategy and a report on procurement savings and non-financial procurement benefits will be considered by Council on an annual basis.

Review

In alternate years an independent review of the Council's procurement capability will be undertaken. The Council procurement functions are benchmarked against an assessment tool, the Procurement Capability and Improvement Programme (PCIP). The assessment requires the submission of defined range of data and documentation as well as an on-site visit by the assessors.

In 2016 the PCIP assessment placed the Council capability in band 3 (61-65%). Our aim is to move into band 2 (66-70%) by the time of our next assessment. Learning from each assessment is used to inform the Improvement Plan.

Revision process

This strategy will be reviewed and an update published by 31 March 2018.

From 2019 an annual procurement strategy will be published as close as possible to 1 April each year.

9. Strategy Ownership and Contact Details

Procurement is included in the portfolio of the Deputy Chief Executive with responsibility for Sustainability, Strategic and Entrepreneurial Development, Jim Valentine.

The Council's Procurement Team sits within the Strategic Commissioning and Organisational Development service which is led by Keith McNamara.

The Corporate Procurement Manager, Mary Mitchell has responsibility managing the provision of a professional procurement service ensuring that legislation, agreed policies, professional standards, procedures and principles are followed.

Contact details

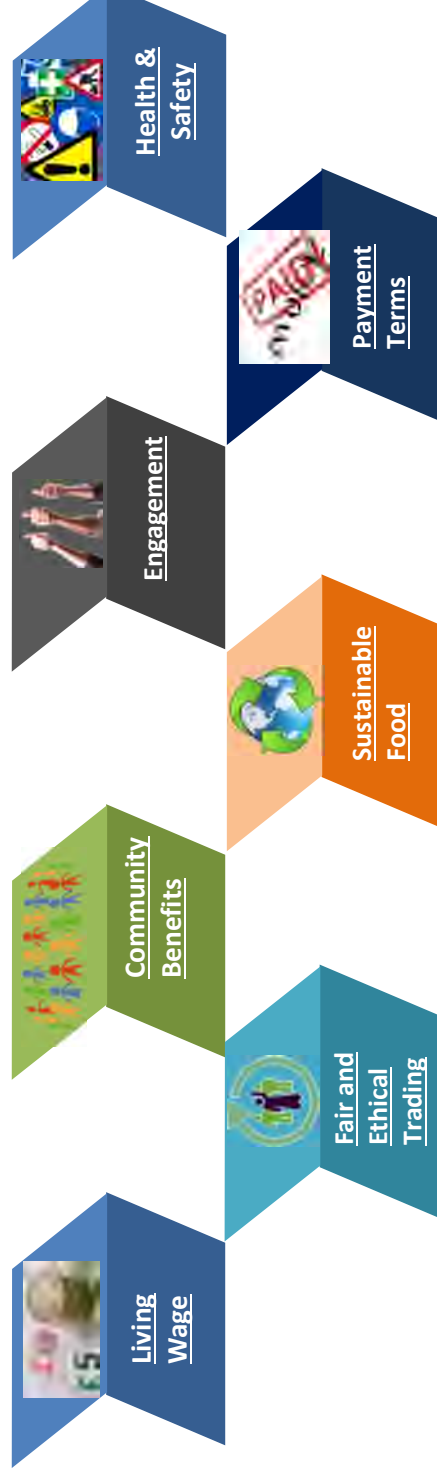
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10. Policies, Tools and Procedures

Policy - Developing our Supply Chain

The Council will also consider how the following matters can be addressed, where appropriate, in its procurement activities:-

- The payment of a living wage in relevant contracts.
- The inclusion of community benefit requirements.
- The engagement and involvement of those affected by the procurement exercise.
- The promotion of compliance by contractors and sub-contractors with Health and Safety at Work legislation.
- The procurement of fairly and ethically traded goods and services.
- In relation to procurement activities relating to food, the Council will consider how to procure sustainably grown food which represents value for money whilst improving the health, wellbeing and education of communities in our area and promoting the highest standards of animal welfare.
- The payment of invoices in line with contractual terms throughout the supply chain.



Each of the icons above provide links to more detailed information on each policy area on www.pkc.gov.uk.

Policies, Tools and Procedures continued

Tools

We will use as many of the tools available to us as practical to make sure we engage with those affected by our procurement. Some pre-existing routes to engage with communities and businesses include:

Local Action Partnerships working within communities across the Perth and Kinross area

The national [Suppliers Charter](#): a joint statement between public sector procurement organisations and Scottish businesses outlining how they will work together to facilitate access to public sector procurement opportunities.

Where it is appropriate we will signpost businesses to the national support tool; the [Supplier Journey](#)

We will facilitate access to training in procurement processes or systems when we make changes to our practice. We are members of the Supplier Development Programme which provides a range of [free tender training workshops](#) across Scotland.

We will work with those affected by our procurement to ensure our communication with businesses and suppliers continues to improve.

Our Contracts Register will be maintained to ensure that we are transparent about the contracts we use.



Policies, Tools and Procedures continued

Procedures

Tendering

How the Council undertakes procurement is set out in our Contract Rules. These rules outline the governance we need to follow when putting a contract in place. We are required by these rules and legislation to carry out procurement in a fair, transparent and non-discriminatory way.

Processes vary depending on the value of a contract.

- From **£5,000 to £50,000** we will invite **quotations** from a minimum of 3 bidders.
- Where contracts are valued at **£50,000 up to the thresholds set out in the EU directives** for procurement we will carry out procurement as set out in the Procurement (Scotland) Regulations 2016; **via an advertised tender**.
- **EU regulated contracts** are those above defined values and must be **tendered** following the Public Contracts (Scotland) regulations 2015. [Thresholds](#): Goods and Services = £164,176; Social services = £589,148 and works = £4,104,394.

All of these routes to market will use Public Contracts Scotland as the portal for advertising our requirements.

Systems

By November 2018 there is a duty on public bodies to carry out the end to end procurement process electronically. The Council has already introduced electronic processes to several stages of our processes. During 2017 we will enhance our systems to make sure we are ready for the change.

Glossary

This glossary includes terms used in the Procurement Strategy document and the Improvement Plan.

TERM	DEFINITION
Balanced Scorecards	Used to measure supplier performance against defined indicators.
Contract Strategy	Outlines the purpose and governance of the procurement exercise. The strategy will reflect the risk, value and strategic importance of the proposed contract to Perth and Kinross Council.
Benchmarking	A process of continuously measuring and comparing an organisation's processes against comparable organisations to gain information to help performance improvement e.g. "best in class" achievement.
Best Value (BV)	The Local Government in Scotland Act 2003, placed a statutory duty of Best Value upon local authorities in the discharge of their functions. The principles make clear that Councils have a duty to "make arrangements to secure continuous improvement in the way in which our functions are exercised, having regard to a combination of economy, efficiency and effectiveness". This improvement involves consideration of costs, making the most of money spent, and making sure that services meet the needs of communities and authorities' priorities.
Commissioning	The process of ensuring that the health and care services provided effectively meet the needs of the population. Often a complex process with responsibilities ranging from assessing client needs, prioritising health outcomes, procuring products and services, and managing service providers.
Commissioned Services	This term is used to describe services for which a third party organisation has been engaged to manage delivery.
Contract	A binding agreement to perform a certain service or provide a certain product in exchange for valuable consideration, usually money.
Contracts Register	Published database of the contracts let, and used by Perth and Kinross Council. The contracts Register is updated automatically each time a contract is awarded through the PCS portal.
Equal opportunities	The practice of ensuring that all employees and users of services receive fair and equal treatment.
European Directives (EU Regs)	Rules and regulations set by the European Union with regard to procurement for public sector organisations – these are mandatory for public sector organisations. This is facilitated by regulations in each member state (see Procurement Legislation from 18 April 2016).
Following the Public Pound	This term describes the code which the Council follows to ensure information about how public money is used in support of arm's length organisations, trusts and voluntary bodies. Following the public pound' principles do not apply to conventional

TERM	DEFINITION
	contracts which involve councils purchasing goods, materials or services eg, contracts with a private care home to provide residential care places - information on these is provided in the Contracts Register.
Governance	The framework of authority and control within an organisation.
Official Journal of the European Union/OJEU	The publication in which all high value public sector contracts in the EU must be advertised.
Public Contracts Scotland	A national advertising website where all Scottish public sector organisations can publicise their contract opportunities. This platform links to OJEU and ensures all contract notices for Scottish Public Sector contracts may be reviewed in one place.
Public Contracts (Scotland) Regulations	Public procurement law regulating the purchasing by Scottish public sector bodies of contracts for goods, works or services for contracts above values defined by the EU Directive for Public Procurement.
Procurement Commercial Improvement Programme (PCIP)	The objective of the PCIP is to assist organisations to improve their structure, capability, processes and ultimately their performance. A bi-annual assessment is carried out to ensure organisations are performing against the standards set out in the PCIP.
Procurement	The process of sourcing goods, services or contracts for construction works.
Quality	Fitness for purpose when judged against the standards specified in the contract.
Scotland Excel	A national collaborative buying initiative representing the 32 Scottish local authorities.
Scottish Procurement	Part of the Scottish Procurement and Commercial Directorate of the Scottish Government, Procurement Scotland is responsible for developing and implementing contracts for the use of all Scottish public sector organisations.
Selection Criteria	Factors taken into account when determining whether bidders are appropriately qualified to undertake public work. These criteria are set out in the ESPD.
Small and Medium sized Enterprises (SMEs)	Firms that employ less than 250 people and have a turnover of less than £50m.
Social Value	The process through which services to be bought, or the way they are going to buy them, could secure these benefits for their area or stakeholders.
Specification	A description of the essential technical requirements for goods or services to be delivered under a contract, including the method for checking that the requirements have been met.

TERM	DEFINITION
Stakeholders	Individuals, groups or organisations that are affected by and/or have an interest in a particular issue or organisation e.g. customers, partners, employees, shareholders, and government.
Supplier Engagement	In simple terms, working with suppliers to achieve mutual goals – as opposed to ‘them and us’.
Supply Chain	The flow of resources into and out of the enterprise's collective operations. The chain can be said to start with the suppliers of your suppliers and ends with the customers of your customer.
Suppliers Charter	A joint statement between the Public Sector Procurement and Businesses sectors committing to facilitating improved access to public sector procurement opportunities.
Supplier Development Programme	A local authority partnership programme established to offer small and medium sized enterprises (SMEs) the opportunity to grow and diversify through procurement.
Supported Business	A supported business draw at least 30% of the workforce from the most disadvantaged groups in our communities.
Sustainable Development	Development which meets the needs of the present without compromising the ability of future generations to meet their own needs' e.g. the environmental and social impact of today's actions that may affect the ability of future generations.
Sustainable Procurement	The application of sustainable development principles to procurement (see above).
Tayside Procurement Consortium (TPC)	The Tayside Procurement Consortium delivers contracts for the three Tayside local authorities, Angus Council, Dundee City Council and Perth and Kinross Council. More information on the consortium's activity can be found here
Thresholds	The financial threshold above which certain procedural aspects of the procurement Regulations become mandatory. There are two thresholds, one that applies to most central government bodies and one for other authorities. The current threshold is published on the OGC website.
Transparency	Being clear with potential suppliers as to what is planned and the steps that will be and have been taken in relation to a procurement process, and performing that procurement process as described in the communications with potential suppliers.
Values	Represent the beliefs within an organisation and are demonstrated through the day to day behaviours of its employees.
Vision	A statement describing how an organisation wishes to be in the future. Also see Mission Statement.

Appendix 1 - Contract Delivery Plan

Information on the activities supported by Council services can be found on the Council website www.pkc.gov.uk. The Contract Delivery Plan has been presented in a format which follows the same structure. This appendix can be used to review the planned procurement activity alongside the wider context of the need the contract will meet.

Where the Council intends to access a collaborative contract the relevant contracting body will be named as the 'Contact' below. Further information about the full range of contract from each of the collaborative bodies can be found by following the links on page 10 of this document.

The values stated for each contract are the total amount expected to be spent during the full term of the contract.

Business and trade

Under the [Business and trade](#) section, you can find information on:

[Commercial waste and recycling](#)
[Health and safety](#)

[Regeneration and city centre management](#)
[Invest in Perth](#)

Income Generating Contracts					
Category	Contract	Expected Award Date	Estimated Value (£)	Contact	
Commercial Waste and Recycling	Residual Waste	2017	(£3,942,549)	Sheila Best	
Commercial Waste and Recycling	Street Sweepings	2017	(£61,020)	Sheila Best	
Commercial Waste and Recycling	Inert Waste	2017	(£44,289)	Sheila Best	
Commercial Waste and Recycling	Plasterboard	2017	(£9,660)	Sheila Best	
Commercial Waste and Recycling	Tyres	2017	(£8,060)	Sheila Best	

Commercial Waste and Recycling	Glass Mixed	2017	(£837)	Sheila Best
Category	Contract	Expected Award Date	Estimated Value (£)	Contact
Waste and recycling	Automotive Batteries	2017	£10,441	Sheila Best
Waste and recycling	Mixed Cans	2017	£1,546	Sheila Best
Waste and recycling	Organic Waste	2017	£3,057,362	Sheila Best
Waste and recycling	Paper and Cardboard	2017	£13,830	Sheila Best
Waste and recycling	Timber	2017	£17,830	Sheila Best
Waste and recycling	Used Cooking Oil	2017	£	Sheila Best
Waste and recycling	WEEE	2017		Scotland Excel
Waste and recycling	Recycle/Refuse Containers	2017	£1,341,308	Scotland Excel
Waste and recycling	Waste Disposal Equipment	2020	£177,540	Scotland Excel
Health and safety	Security Services	2019	£527,260	Lorraine McCowan
Health and safety	Personal Protective Equipment	2017	£506,092	Scotland Excel
Health and safety	Washroom Solutions	2018	£123,556	Scotland Excel
Health and safety	Janitorial products	2017	£190,676	Scotland Excel
Regeneration and city centre management	Innovation Hub			Graham Pinfield
Regeneration and city centre management	Lighting Project	2017	£5,150,000	Mike Morgan
Regeneration and city centre management	Perth Creative Exchange	2017		Finlay Kerr
Regeneration and city centre management	Place making Public Realm	2017		Mike Morgan
Regeneration and city centre management	Provision of Professional Property & Valuation Services in connection with the valuation and negotiation	2018	£30,000	Louise Campbell
Regeneration and city centre management	Provision of Property Consultancy Services to PKC for the Disposal of Development and Surplus Property	2018	£18,000	Kate Leer

Regeneration and city centre management	Sediment Clearance Works	2017		John Taylor
Invest in Perth	Award of Invest in Perth Marketing & Design	2017	£15,000	Kirsty Easton

Community life and leisure

Under the [Community life and leisure](#) section, you can find information on:

[Community learning and development](#)

[Sport, sports clubs and leisure centres](#)

[Parks, gardens and open spaces](#)

[Welfare Rights](#)

Category	Contract	Expected Award Date	Estimated Value (£)	Contact
Community learning and development	SVQ Delivery	2017	£38,000	Keith Ridley
Community learning and development	To deliver a diverse programme of performing arts with the focus on music and drama at Perth Concert Hall	2017	£1,204,753	Fiona Robertson
Parks, gardens and open spaces	Amenity Greenspace	2017	£1,800,000	Lesley Ann Cassiday
Parks, gardens and open spaces	Award of Street Weedkilling - 2014-2017	2017	£40,000	Lesley Ann Cassidy
Parks, gardens and open spaces	Capital Upgrades for Greenspace			Lesley Ann Cassidy
Parks, gardens and open spaces	Garden Maintenance	2017	£246,000	Lesley Ann Cassiday
Parks, gardens and open spaces	Horticultural Products	2016	£146,190	Tayside Procurement Consortium
Parks, gardens and open spaces	Independent Engineers Inspection for play	2017	£10,485	Lesley Ann Cassiday
Parks, gardens and open spaces	North Inch Golf Course Maintenance	2017	£288,000	Lesley Ann Cassiday
Parks, gardens and open spaces	Framework for Supported Businesses	2017	£50,000	Scottish Procurement
Parks, gardens and open spaces	Grounds Maintenance	2019	£684,136	Scotland Excel

Parks, gardens and open spaces	Heavy Plant	2017	£131,815	Scotland Excel
Parks, gardens and open spaces	Tree and Scrub Maintenance	2017	£192,408	Lesley Ann Cassidy
Sport, sports clubs and leisure centres	Provision of Sports & Leisure facilities at 6 Community Campuses for PKC	2039	£815,012	Andy Cook
Sport, sports clubs and leisure centres	Provision of Sports & Leisure facilities for PKC	2019	£3,240,386	Fiona Robertson
Welfare Rights	Domestic Furniture and Furnishings	2020	£1,034,384	Scotland Excel

Council and government

Under the [Council and government](#) section, you can find information on:

[Council departments](#)

[Council information, performance and statistics](#)

[Councillors, elections and democracy](#)

[Jobs and Careers](#)

[Community planning - working in partnership](#)

Category	Contract	Expected Award Date	Estimated Value (£)	Contact
Community planning - working in partnership	Operation of Westbank site	2017	TBC	Bruce Reekie
Council departments	Boiler Optimisation Programme	2017	£100,000	Scott Nicol
Council departments	Capital Window Replacements	2017	£800,000	Scott Nicol
Council departments	Construction Framework	2017	£40,000,000	Scott Nicol
Council departments	Gas Safety Management Inspection & Testing Partnership	2017	£60,000	Lynn McGeorge

Council departments	Perth & Kinross Council Construction & Refurbishment Projects	2018	£	Capital Programme office
Council departments	Planned Maintenance Contracts	2017	£4,000,000	Scott Nicol
Council departments	Servicing Contracts	2021	£8,500,000	Scott Nicol
Council departments	Supply of Liquid Spill Kits	2017	£5,000	Bill Morton
Council departments	Award of Vehicle Leasing	2018	£10,308	Joan Wilson
Council departments	Award of Vehicle Leasing	2017	£38,414	Nicola Simpson
Council departments	General Stationery and Office Paper	2019	£600,000	Scottish Procurement
Council departments	Heavy Vehicles	2019	£5,259,764	Scotland Excel
Council departments	Light Vehicles	2017	£2,308,164	Scotland Excel
Council departments	Mail Services	2019	£1,200,000	Scottish Procurement
Council departments	Marketing Services	2017	TBC	Scottish Procurement
Council departments	Media Planning, Buying and Associated Services	2017	TBC	Scottish Procurement
Council departments	Media Services	2020	TBC	Scottish Procurement
Council departments	Print Services	2017	£320,000	Tayside Procurement Consortium
Council Departments	Annual Independent Engineers Report (insurance requirement)	2017	£10,485	Craig Robertson
Council Departments	Secure Cash Uplift	2017	£270,000	Tayside Procurement Consortium

Council Departments	Software and associated services for Payment processing and cash receipting	2017	£16,000	Financial Services
Council departments	Tyres for vehicles & Plant	2017	£529,280	Scotland Excel
Council departments	Vehicle & Plant Hire	2017	£199,196	Scotland Excel
Council departments	Vehicle Parts	2016	£881,064	Scotland Excel
Council departments	1st Line Support & Licences for Red Box Call Recording	2018	£4,506	Jacqueline Wilmott
Council departments	Annual Support for BI Suite 50 Concurrent Session Based Licences and 10 Named User Licences	2018	£45,112	Jacqueline Wilmott
Council departments	Application Design and Development Services	2018	TBC	Jacqueline Wilmott
Council departments	Augmentative Communications and Information and Communications Technology (ICT)	2018	£11,880	Susan Cannon
Council departments	Award of Thermal Imaging Surveys	2017	£11,340	Ryan Graham
Council departments	Channel Shift	TBC	TBC	Graham Pinfield
Council departments	City Operations Centre (with Dundee)	TBC	TBC	Graham Pinfield
Council departments	City Wide wireless	TBC	TBC	Graham Pinfield
Council departments	Customer services platform	TBC	TBC	Ian Caldwell
Council departments	Dark Fibre Lease/Breakout - 24 core Fibre High Street to Pullar House	2018	£7,297	Jacqueline Wilmott

Council departments	Dark fibre leased circuits - Leased lines from 2 High St to: Carpenter House; Atrium; Whitefriars.	2022	£106,479	Jacqueline Wilmott
Council departments	DeepFreeze Maintenance renewal - 201 licences in total	2018	£1,039	Jacqueline Wilmott
Council departments	Desktop Client Device	2017	TBC	Scottish Procurement
Council departments	Digital and technology services	2017	TBC	Jacqueline Wilmott
Council departments	Digital Conferencing Services	2018	TBC	Jacqueline Wilmott
Council departments	Digital Inclusion	TBC	TBC	Graham Pinfield
Council departments	Eclipse Call Management System & Associated Software Modules - Provides: Telephone support; software enhancements; access to the support web site; regular phone number & BT tariff updates; remote diagnostics facility and hardware maintenance (if applicable).	2018	£3,320	Jacqueline Wilmott
Council departments	Employability Service's Management Information System	2018	£33,800	Lynn Webster
Council departments	ESRI Product (ArcGIS) Software Maintenance and Support	2018	£17,165	Jacqueline Wilmott
Council departments	Fixed Telephony	2017	TBC	Jacqueline Wilmott
Council departments	Fixed Telephony Services Framework (SP-13-02)	2017	£72,479	Scottish Procurement
Council departments	Fully Managed Service for Building Energy	2018	£199,942	Chris Anton

	Management System				
Council departments	GO Loader maintenance & support	2018		£2,500	Jacqueline Wilmott
Council departments	Integrated HR/Payroll System Software	2018		£400,000	Euan Sturgeon
Council departments	IT Consumables	2019		£400,000	Scottish Procurement
Council departments	IT peripherals	2017		£750,000	Scottish Procurement
Council departments	LANDesk Service Desk Annual Maintenance	2018		£28,173	Jacqueline Wilmott
Council departments	Licence for access to ArcGIS training courses	2018		£3,241	Jacqueline Wilmott
Council departments	Mobile Client Devices	2017		TBC	Scottish Procurement
Council departments	Network Enablement Services	2017		£440,233	Scottish Procurement
Council departments	Office Equipment	2017		£2,051,806	Scottish Procurement
Council departments	Oracle Premier Support	2018		£945	Jacqueline Wilmott
Council departments	Performance Management and Reporting Software	2017		£100,000	Chris Jolly
Council departments	PKC Maintenance & Support of Mitel Telecommunications System	2017		£114,000	Susan Cannon
Council departments	PKC Speech Enable Auto Attendant System	2018		£67,753	Ian Caldwell
Council departments	Presentation and Audio visual equipment	2019		£427,096	Scotland Excel
Council departments	Purchase of SolarWinds Annual Maintenance Renewal	2018		£27,872	Wendy Morrison
Council departments	Refresh of Email Security Software	2018		£17,595	Susan Cannon

Council departments	Refresh of PKC Microsoft Volume Licence Program	2018	£454,089	Susan Cannon
Council departments	Renewal of 100 x Citrix Xendesktop VDI licences	2017	£1,428	Susan Cannon
Council departments	Rent Recovery - Monzie Hill Radio Site, Hallyburton (Lundie) Radio Site & Kirkton of Mailer Mast	2018	£12,963	Jacqueline Wilmott
Council departments	Server Maintenance Framework	2017	TBC	Jacqueline Wilmott
Council departments	Smart Waste	2017	TBC	Graham Pinfield
Council departments	Software system to support processing of licensing applications	2018	£6,000	Susan Cannon
Council departments	Streetwise Professional Licence and Support	2018	£3,200	Jacqueline Wilmott
Council departments	Supply of Citrix Licences	2016	£2,756	Susan Cannon
Council departments	Supply of Microsoft Licences for Schools Environment	2018	£91,204	Andy Cook
Council departments	Supply of Technical Support for PKC Citrix Environment	2017	£17,100	Susan Cannon
Council departments	Explore access to the Scottish Wide Area Network	2017	TBC	Wendy Morrison
Council departments	Symphony iManage, iExchange, iSearchWeb and ASD Annual Maintenance	2018	£7,931	Jacqueline Wilmott
Council departments	Systems and services to create and improve openness, interoperability and data sharing between systems, citizens and staff to improve	2017	TBC	Paul Davison

	the experiences of systems users and reduce costs of transactions/interactions				
Council departments	Tablet Client Devices	2018		Variable	Jacqueline Wilmott
Council departments	Tenable Nessus Professional Licence - Vulnerability scanning platform for auditors and security analysts	2021		£2,707	Jacqueline Wilmott
Council departments	Thin client devices	2017		Variable	Jacqueline Wilmott
Council departments	UPS – Support & Maintenance	2021		£15,000	Jacqueline Wilmott
Council departments	Web Based & Proprietary Cleint devices	2017		TBC	Jacqueline Wilmott
Council departments	Workstation Client Devices	2018		TBC	Jacqueline Wilmott
Council information, performance and statistics	Perth Apps				Graham Pinfield
Councillors, elections and democracy	Local Government Elections	2017		£121,000	Gillian Taylor
Councillors, elections and democracy	Poll cards, postal votes, ballot packs	2018			Gillian Taylor
Jobs and careers	Provision of Occupational Health Services - Perth & Kinross	2018		£309,000	Keith Ridley
Jobs and careers	Recruitment Advertising & Public Notices	2018		TBC	Scottish Procurement
Jobs and careers	Recruitment Tests	2016		£2,979	Keith Ridley
Jobs and careers	Temporary and Interim Staff	2018			Scottish Procurement
Jobs and careers	To deliver a programme of activity to ensure all	2017		£12,000	Colin Hay

	young people aged 16 to 19 are in a positive learning, training or employment destination.			
Jobs and Careers	Agency staff - friarton	2017	£522,475	Nigel Taylor
Jobs and Careers	System to support equal pay audits	2016	£6,300	Keith Ridley

Education and learning

Under the [Education and learning](#) section, you can find information on:

[Libraries and archives](#)

[Schools](#)

[Support for young people - activities and advice](#)

[Museums and galleries](#)

Category	Contract	Expected Award Date	Estimated Value (£)	Contact
Museums and galleries	Operates and manages Perth & Kinross library, archive and museum services	2017	£3,329,752	Fiona Robertson
Schools	Design Build and Operation of 6 Community Campuses	2037	£220,000,000	Andy Cook
Schools	Education & Office Furniture	2017	£1,253,962	Scotland Excel
Schools	Education Materials	2017	£1,898,148	Scotland Excel
Schools	Library Books & Text Books	2017	£1,001,020	Scotland Excel
Schools	Milk	2018	£134,447	Scotland Excel

Schools	Online School Payment System	2025	£81,374	Scotland Excel
Schools	Partnership agreement for the provision of School and ECS establishment cleaning	2017	£2,437,401	Tayside Procurement Consortium
Schools	Partnership agreement for the provision of school meals	2017	£4,305,894	Simon Farrer
Schools	Purchase and Maintenance of Vending Machine	2017	£4,340	Simon Farrer
Schools	Salt	2018	£31,952	Scotland Excel
Schools	Capital Projects - Education	2017	£1,400,000	Thomas Bryce

Housing

Under the [Housing](#) section, you can find information on:

[Adapting Homes](#)

[Council Housing](#)

[Homelessness and temporary accommodation](#)

[Housing Associations](#)

[Older Persons' Housing](#)

Category	Contract	Expected Award Date	Estimated Value (£)	Contact
Council Housing	Building and Timber	2019	£517,880	Scotland Excel
Council Housing	District Heating		£96,444	June Beverley
Council Housing	Electrical Goods	2020	£747,716	Scotland Excel

Council Housing	Lift Maintenance	2017	TBC	Tayside Procurement Consortium
Council Housing	Lightning Conductors - housing	2018	£30,760	June Beverley
Council Housing	Plumbing and Heating Materials	2019	£624,528	Scotland Excel
Council Housing	Provision of Term Maintenance Blacksmith & Fencer Works	2017	£280,000	Mark McColl
Council Housing	Provision of Term Maintenance Blacksmith & Fencing Works	2017	£280,000	June Beverley
Council Housing	Provision of Term Maintenance Drainage Works	2017	£520,000	Mark MCColl
Council Housing	Provision of Term Maintenance Electrical Works	2017	£1,000,000	June Beverley
Council Housing	Provision of Term Maintenance Glazing Works	2017	£680,000	Mark MCColl
Council Housing	Provision of Term Maintenance Plumbing to the Council	2017	£800,000	Mark MCColl
Council Housing	Provision of Term Maintenance Wet Trades/Painter	2017	£440,000	Mark MCColl
Council Housing	Provision on Term Maintenance Joinery to the Council	2017	£720,000	Mark MCColl
Council Housing	Trade Materials	2018	£39,172	Scotland Excel
Council Housing	Water Treatment - housing		£747,716	June Beverley
Council Housing	Window and Door Replacement Programme	2018	£4,300,000	John Cruickshank

Homelessness and temporary accommodation	Accommodation-Crieff Road & Rannoch Road	2018	£71,770	Glenn Peters
Homelessness and temporary accommodation	Accommodation-Crieff Road & Rannoch Road	2018	£64,639	Glenn Peters
Homelessness and temporary accommodation	Accommodation-Hostel & Outreach	2018	£52,222	Glenn Peters
Homelessness and temporary accommodation	Accommodation-Hostel & Outreach	2018	£208,384	Glenn Peters
Homelessness and temporary accommodation	Accommodation - Skinnergate & Satellites	2018	£369,888	Glenn Peters
Homelessness and temporary accommodation	Day Services-Day Services	2018	£145,307	Glenn Peters
Homelessness and temporary accommodation	Domestic Furniture and Furnishings	2020	£800,396	Scotland Excel
Homelessness and temporary accommodation	Outreach-Outreach	2018	£67,649	Glenn Peters
Homelessness and temporary accommodation	To support those who are homeless or under threat of homelessness	2017	£22,154	Parveen Rodger
Adapting Homes	Accommodation-Accommodation	2018	£20,103	Glenn Peters
Adapting Homes	Accommodation-Arkbrae, Perth	2018	£27,684	Glenn Peters
Older Persons' Housing	Care Homes for Adults	2019	£310,800	Scotland Excel

Law and licensing

Under the [Law and licensing](#) section, you can find information on:

[Births, deaths, marriages and civil partnerships](#)
[Data protection and freedom of information](#)
[Environmental health](#)

[Licences, permits and permissions](#)
[Trading standards and consumer advice](#)

Category	Contract	Expected Award Date	Estimated Value (£)	Contact
Licences, permits and permissions	Software and associated services for Civil enforcement		TBC	Debbie Merchant
Environmental health	Laboratory Analysis 3 Year Contract	2017	£60,000	Katie Briggs
Environmental health	Pest Control	2016	£296,588	Tayside Procurement Consortium

Planning and the environment

Under the [Planning](#) and the [environment](#) section, you can find information on:

[Greener living](#)

[Pollution](#)

Category	Contract	Expected Award Date	Estimated Value (£)	Contact
Greener living	Biomass	2017	TBC	Scottish Procurement
Greener living	Biomass (fuel only)	2017	TBC	Scottish Procurement

Greener living	Electricity	2018	£3,876,916	Scottish Procurement
Greener living	Liquid Fuels	2019	TBC	Scottish Procurement
Greener living	Natural Gas	2018	£4,286,068	Scottish Procurement
Greener living	Non-Domestic Energy	2020	£84,572	Scottish Procurement
Greener living	Water & Waste	2018	TBC	Scottish Procurement
Pollution	PKC Provision of Air Quality Services	2018	£248,516	Jim Dixon

Social care and health

Under the [Social care and health](#) section, you can find information on:

[Family support and care](#)
[Criminal Justice Social Work](#)
[Disabilities](#)
[Domestic violence](#)
[Fostering, adopting and looked after children](#)

[Health and Medical Information](#)
[Help for Adults](#)
[Home Care](#)
[Mental Health and Wellbeing](#)
[Services for Older People](#)
[Young people - advice, support and activities](#)

Category	Contract	Expected Award Date	Estimated Value (£)	Contact
Family support and care	Recommissioning programme of Services for Children and Families	2017- 2019	£3,491,942	Caroline Mackie

Family support and care	Aims to help with the education of all local pre-school children by providing educational and stimulating toys and equipment	2017	£3,822	Helen Roach
Family support and care	Delivers youth work services and support programmes to young people ages 8 - 25 mainly from disadvantaged back grounds including those who require early intervention, those who are underachieving, those who have addiction issues, offenders and those who have become homeless	2017	£25,000	Tracy Garland
Family support and care	To change lives through education, providing knowledge and skills to succeed at work, in business and in the community	2017	£60,690	Rodger Hill
Family support and care	To enable young people with experience of being looked after in public care to come together to identify and discuss issues of importance to them	2017	£33,000	Linda Richards
Family support and care	To ensure children and young people have an increased understanding of addiction and experience a reduction on the impact of their parents misuse on them and/or their families	2017	£31,520	Hazel Robertson
Family support and care	To promote the benefit of the inhabitants of the Strathmore, Glenshee and Strathardle areas by providing facilities in the interest of social welfare for education, health, recreation and leisure time occupation	2017	£3,785	Fiona Findleton
Family support and care	To promote the benefits to inhabitants in Perth & Kinross by coordinating and encouraging the activities of voluntary organisations	2017	£32,000	Caroline Mackie
Family support and care	To promote the benefits to the inhabitants of Alyth and its environs without distinction of political, religious or other options of a service for young people	2017	£23,705	Fiona Findleton
Family support and care	To provide a comprehensive package of support to eligible children and families designed to offer friendship, regular support and practical help	2017	£21,975	Susan Johnstone
Family support and care	To provide affordable, flexible and accessible	2017	£42,500	Linda Richards

	childcare to enable parents to take up employment, education or training opportunities				
Family support and care	To provide family support that will promote effective parenting	2017		£203,850	Caroline Mackie
Family support and care	To provide individualised interventions designed to meet assessed needs and to support those responsible for causing harm	2017		£103,474	Tracy Garland
Family support and care	To provide information, support and / or refuge for women and any accompanying children who have experienced or are in fear of abuse in their home or in a relationship	2017		£54,000	Hazel Robertson
Family support and care	To provide speech and language therapy services for children identified as having additional support needs	2017		TBC	Dorothy Henderson
Family support and care	To safeguard, protect and preserve the good health both mental and physical of children and parents of children	2017		£55,033	Fiona Mackay
Family support and care	To support parents / carers of children with additional needs	2017		£62,500	Dorothy Henderson
Family support and care	To the provision of high quality care which adheres to the principles of choice, independence and the service user's rights	2017		£15,000	Steven Hatch
Fostering, adopting and looked after children	Children's Residential Care	2018		£1,591,328	Scotland Excel
Fostering, adopting and looked after children	Foster Care	2017		£975,700	Scotland Excel
Criminal Justice Social Work	Employment Support for Offenders	2017		£92,848	Nicola Rogerson
Criminal Justice Social Work	Tayside Arrest Referral	2017		£150,000	Nicola Rogerson
Young people - advice, support and activities	Delivers youth work services and support programmes to young people ages 8 - 25 mainly from disadvantaged backgrounds including those who require early intervention, those who are underachieving, those who have addiction issues, offenders and those who have become homeless	2017		£15,000	Colin Hay

Young people - advice, support and activities	Delivers youth work services and support programmes to young people ages 8 - 25 mainly from disadvantaged back grounds including those who require early intervention, those who have addiction issues, offenders and those who have become homeless	2017	£15,000	Brian Hutton
Young people - advice, support and activities	Engages and supports young people aged 11 - 24 in Highland Perthshire who are at risk and those that are underachieving	2017	£3,600	Colin Hay
Young people - advice, support and activities	To advance the mental, physical and spiritual welfare of young people between 14 and 25	2017	£12,841	Brian Hutton
Support for young people - activities and advice	Provision of Mediation Services to be provided to the numerous Local Authority establishment throughout the region of Tayside	2019	£6,400	Dorothy Henderson
Help for Adults	Advice & Support-	2018	£1,106,000	Glenn Peters
Help for Adults	Advice/Support -Choose Life	2018	£7,951	Glenn Peters
Help for Adults	Advice/Support -Outreach	2018	£25,000	Glenn Peters
Help for Adults	Advice/Support-Core Funding	2018	£61,696	Glenn Peters
Help for Adults	Advice/Support-Perth Money Advice Project	2018	£107,089	Glenn Peters
Help for Adults	Advice-Specialist Advice	2018	£27,608	Glenn Peters
Help for Adults	Advocacy	2018	£53,500	Glenn Peters
Help for Adults	Advocacy-Carers Advocacy	2018	£51,141	Glenn Peters
Help for Adults	Advocacy-Prisoner Health Care	2018	£11,220	Glenn Peters
Help for Adults	Advocacy-Strathmartine	2018	£27,730	Glenn Peters
Help for Adults	Advocacy-Volunteer Co-ordinator	2018	£21,420	Glenn Peters
Help for Adults	Assessment/ Advice/Support -Joint Sensory Service	2018	£157,536	Glenn Peters
Help for Adults	Catering Sundries	2020	£147,832	Scotland Excel
Help for Adults	Community Meals	2019	£204,564	Scotland Excel
Help for Adults	Community Support-Mead Group	2018	£24,480	Glenn Peters
Help for Adults	Counselling	2018	£40,400	Glenn Peters
Help for Adults	Counselling -Choose Life	2018	£7,354	Glenn Peters

Help for Adults	Counselling -Choose Life	2018	£11,644	Glenn Peters
Help for Adults	Day care	2018	£323,600	Glenn Peters
Help for Adults	Day Services-Carers Centre	2018	£122,017	Glenn Peters
Help for Adults	Employment	2018	£25,000	Glenn Peters
Help for Adults	Floating Support-Floating Support	2018	£535,805	Glenn Peters
Help for Adults	Floating Support-Floating Support	2018	£93,259	Glenn Peters
Help for Adults	Floating Support-Outreach	2018	£182,490	Glenn Peters
Help for Adults	Free rent	2018	£129,470	Glenn Peters
Help for Adults	Further Education-Individual Contracts (various)	2018	£13,984	Glenn Peters
Help for Adults	Individual packages	2018	£263,500	Glenn Peters
Help for Adults	Meats - Fresh, prepared, cooked	2018	£89,944	Scotland Excel
Help for Adults	Minority Ethnic Community Support	2018	£30,000	Glenn Peters
Help for Adults	On Line Self Assessment System (Community Care)	2018	£77,000	Glenn Peters
Help for Adults	Outreach-Outreach	2018	£387,730	Glenn Peters
Help for Adults	Peer Support	2018	£9,793	Glenn Peters
Help for Adults	Secure Care	2017	£190,676	Scotland Excel
Help for Adults	Social Inclusion	2018	£88,730	Glenn Peters
Help for Adults	Supported Living-Airlie View	2018	£323,188	Glenn Peters
Help for Adults	Supported Living-Alyth-Burnside Court	2018	£258,956	Glenn Peters
Help for Adults	Supported Living-An Cala	2018	£303,564	Glenn Peters
Help for Adults	Supported Living-Bridge of Earn	2018	£309,095	Glenn Peters
Help for Adults	Supported Living-Earn Project	2018	£894,595	Glenn Peters
Help for Adults	Supported Living-Individual packages across the region	2018	£3,100,000	Glenn Peters
Help for Adults	Supported Living-Milnab Street	2018	£356,552	Glenn Peters
Help for Adults	Supported Living-Springlands	2018	£300,250	Glenn Peters
Help for Adults	Supported Living-St.Madoes	2018	£205,176	Glenn Peters
Help for Adults	Supported Living-Tulloch Hill	2018	£426,757	Glenn Peters

Help for Adults	Supported Living-Tulloch Road	2018		£450,375	Glenn Peters
Help for Adults	Telecare & Telehealth Technologies	2018		£373,036	Scotland Excel
Help for Adults	Transport	2018		£10,022	Glenn Peters
Mental Health and Wellbeing	To provide further and higher education through courses, degrees, work based learning and vocational training	2017		£23,028	Parveen Rodger
Mental Health and Wellbeing	Advice	2018		£285	Glenn Peters
Mental Health and Wellbeing	Advice/Support	2018		£40,596	Glenn Peters
Mental Health and Wellbeing	Advice/Support-Mental Health User Forum	2018		£51,401	Glenn Peters
Mental Health and Wellbeing	Advocacy-Mental Health Act	2018		£63,036	Glenn Peters
Mental Health and Wellbeing	Advocacy-Rohallion Unit	2018		£33,867	Glenn Peters
Mental Health and Wellbeing	Advocacy-RT Advocacy Worker	2018		£19,045	Glenn Peters
Mental Health and Wellbeing	Counselling	2018		£25,516	Glenn Peters
Mental Health and Wellbeing	Counselling	2018		£8,159	Glenn Peters
Mental Health and Wellbeing	Counselling -Choose Life	2018		£15,477	Glenn Peters
Mental Health and Wellbeing	Counselling -Choose Life	2018		£10,132	Glenn Peters
Mental Health and Wellbeing	Counselling-Level 1 monies	2018		£28,208	Glenn Peters
Mental Health and Wellbeing	Day Services-Befriending & Counselling	2018		£43,443	Glenn Peters
Mental Health and Wellbeing	Day Services-Co-ordinators Post	2018		£30,358	Glenn Peters
Mental Health and Wellbeing	Day Services-Core Funding	2018		£24,033	Glenn Peters
Mental Health and Wellbeing	Day Services-Mental Wellbeing Services - Level 1 Monies	2018		£29,144	Glenn Peters
Mental Health and Wellbeing	Day Services-Perth City Day Services	2018		£29,746	Glenn Peters
Mental Health and Wellbeing	Day Services-Perth City Day Services	2018		£25,414	Glenn Peters
Mental Health and Wellbeing	Employment-	2018		£113,810	Glenn Peters
Mental Health and Wellbeing	Employment-	2018		£27,030	Glenn Peters
Mental Health and Wellbeing	Floating Support-Floating Support	2018		£145,600	Glenn Peters
Mental Health and Wellbeing	Floating Support-Floating Support	2018		£28,210	Glenn Peters
Mental Health and Wellbeing	Mental Health-accomodation	2018		£199,260	Glenn Peters
Mental Health and Wellbeing	Provides care for males with a mental illness	2017		£14,378	Parveen Rodger

	within Murray Royal hospital				
Mental Health and Wellbeing	Supported Living-CIC South William Street	2018		£265,738	Glenn Peters
Mental Health and Wellbeing	Supported Living-Perth Road scone	2018		£345,685	Glenn Peters
Mental Health and Wellbeing	Supported Living-Simpson Square	2018		£221,222	Glenn Peters
Mental Health and Wellbeing	To promoting independence, self-direction and employment opportunities for people with learning disabilities	2017		£4,731	Parveen Rodger
Mental Health and Wellbeing	To provide quality learning and teaching to all students, with support systems in place to ensure they reach their true potential	2017		£23,789	Parveen Rodger
Mental Health and Wellbeing	Wellbeing	2018		£41,820	Glenn Peters
Mental Health and Wellbeing	Wellbeing	2018		£21,170	Glenn Peters
Services for Older People	Accommodation	2018		£2,450	Glenn Peters
Services for Older People	Community Support-Care Attendant Scheme	2018		£284,435	Glenn Peters
Services for Older People	Community Support-Care Attendant Scheme Dementia Care	2018		£25,309	Glenn Peters
Services for Older People	Day Services	2018		£87,979	Glenn Peters
Services for Older People	Day Services-Oasis, Bankfoot	2018		£13,464	Glenn Peters
Services for Older People	Day Services-Pitlochry Tryst	2018		£92,565	Glenn Peters
Services for Older People	Hospital Link Worker	2018		£22,000	Glenn Peters
Services for Older People	ICF Funded	2018		£104,000	Glenn Peters
Services for Older People	Sheltered Housing-Sheltered Housing	2018		£77,180	Glenn Peters
Services for Older People	Sheltered Housing-Sheltered Housing	2018		£60,934	Glenn Peters
Services for Older People	Sheltered Housing-Sheltered Housing	2018		£49,672	Glenn Peters
Services for Older People	Sheltered Housing-Sheltered Housing	2018		£72,467	Glenn Peters
Services for Older People	Sheltered Housing-Sheltered Housing	2018		£175,669	Glenn Peters
Services for Older People	Social Inclusion	2018		£3,000	Glenn Peters
Services for Older People	Timebanking	2018		£43,000	Glenn Peters
Services for Older People	Transport	2018		£8,120	Glenn Peters
Services for Older People	Transport	2018		£1,936	Glenn Peters

Services for Older People	Transport-Good Neighbours/Community Transport	2018	£66,596	Glenn Peters
Services for Older People	Transport-Rural Outreach	2018	£6,359	Glenn Peters

Transport and streets

Under the [Transport and streets](#) section, you can find information on:

[Parking and car parks](#)

[Public and community transport](#)

[Roads and pavements](#)

[Transport Planning](#)

[Walking and cycling](#)

Category	Contract	Expected Award Date	Estimated Value (£)	Contact
Public and community transport	Bus Shelter Cleaning	2018	£68,885	Tayside Procurement Consortium
Public and community transport	Bus Shelter Maintenance	2017	£90,212	Tayside Procurement Consortium
Public and community transport	Transport	2018	£193,048	Andrew Warrington
Roads and pavements	Aberfeldy Flood Study	2017	£100,000	Andrew Strang
Roads and pavements	Annaty Burn, Flood Protection	2018	£250,000	Andrew Strang
Roads and pavements	Blackford Flood Study	2018	£100,000	Andrew Strang
Roads and pavements	Bridge Maintenance works	2017	£150,000	Derek Davidson
Roads and pavements	Comrie Flood Protection	2017	£900,000	Andrew Strang
Roads and pavements	Engineering Consultancy	2019	£1,024,116	Scotland Excel

Roads and pavements	Minithort Surface Water Flood Protection	2017	£140,000	Andrew Strang
Roads and pavements	Minithort Surface Water Flood Protection - Management Plan	2018	£1.6 million	Andrew Strang
Roads and pavements	Miscellaneous Bridge Maintenance Works	2018	£150,000	Derek Davidson
Roads and pavements	North Muirton Flood Embankment	2017	£250,000	Andrew Strang
Roads and pavements	Old Perth Bridge, assessment	2017	£295,000	Derek Davidson
Roads and pavements	Pitlochry Flood Study	2017	£100,000	Andrew Strang
Roads and pavements	River Almond Embankment Repairs	2017	£60,000	Andrew Strang
Roads and pavements	Roads Maintenance	2018	£8,400,000	Tayside Procurement Consortium
Roads and pavements	Roads Maintenance Materials	2018	£2,806	Tayside Contracts
Roads and pavements	Scottish Road Maintenance Condition Survey 2013-2017	2017	£1,663,328	Graeme Ferguson
Roads and pavements	South Kinross Flood Protection	2017	£250,000	Andrew Strang
Roads and pavements	Tay Railway Viaduct Steps, replacement	2017	£150,000	Derek Davidson
Roads and pavements	Traffic Signal Maintenance	2017	£681,327	Tayside Procurement Consortium
Roads and pavements	Watercourse Clearance & Repair	2017	£44,000	Andrew Strang
Roads and pavements	Watercourse clearance & repair works	2018	£44,000	Andrew Strang
Roads and pavements	Weather Forecasting	2017	£206,489	Tayside Procurement Consortium

Roads and pavements	Welton Road, realignment	2017	£730,000	Derek Davidson
Roads and pavements	Welton road, repair contract to riverbank erosion	2018	£225,000	Derek Davidson
Roads and pavements	Welton Road, repair to riverbank erosion	2017	£110,000	Derek Davidson
Roads and pavements	Road Maintenance Materials	2018		Scotland Excel

Appendix 2 - Improvement Action Plan

1	Improvement Theme: PEOPLE Ensure those involved in our procurement processes are appropriately skilled and supported to deliver value for money services, and aware of their roles and responsibilities.				
	Objectives	Specific Action	Responsibility	Timescales	Quality Improvement aims
1.1	Continue to define roles and responsibilities for those participating in procurement activities, and embed controls through use of corporate systems.	Improve controls for system users by setting authority levels appropriate to roles. Training plans will be in place to support individuals.	Corporate Procurement Manager	December 2016	Improved use of systems to support procurement processes and reduced risk.
1.2	Identify Learning & Development requirements against the national competency framework (procurement skills) and develop an appropriate action plan to further develop skills across the organisation.	Execute the delivery model defined by the scoping work done during 2016.	Corporate Procurement Manager	June 2017	Better matching of skills to activities leading to greater degree of professionalism and improved outcomes for all.
1.3	Build capacity across Council services to enhance value from contracts and procurement	Communicate and train customers in the use of processes and systems. Further develop 'self-serve' tools	Corporate Procurement Manager	April 2017	Release of professional procurement resource to support the delivery of higher value/higher risk spend areas. Available resource is focused on areas of contracting activity from which the greatest level of savings can be achieved.

1.4	Effective communication plan to be developed to keep key stakeholders informed of programme and changes (a continuation of improvements made during 2016)	Review existing communication plan including the provision of guidance and online resources. Revise and make necessary changes. Including: • Improving search capability in eric • Removing outdated information • Improve use of SharePoint technology • Increase use of Procurement News • Change email accounts • Introduce auto-responses • Rationalise telephone numbers Communicate changes and establish time lines for regular communications as per plan, include a plan to resource and allocate responsibilities.	Corporate Procurement Manager	April 2017	Good staff engagement levels and support for the required changes. Input and feedback provided by key stakeholders.
Expected Outcomes		Monitoring and evaluation			
	• Improved governance • Increased efficiency in procurement activities • Improved awareness within the Council of the impact of the procurement function on business capability				Percentage of contract strategies influenced by procurement team increases. Improved benefits realisation from contracts.
Outcome		Evidence			
	• More effective corporate procurement function.				Improved performance in PCIP (section 1 questions).

2 Improvement Theme: Processes Provide effective frameworks to manage the Council's procurement activities.					
	Objectives	Specific Action	Responsibility	Timescales	Quality Improvement aims
2.1	Develop a Council wide procurement approach to management by category of contract or need.	Identify opportunities for benefits realisation. Identify and document targets per category. Identify resource requirement from Services and CPT as appropriate. Develop time line for delivery and assign workload accordingly.	Corporate Procurement Manager	Scoped by April 2017	A clear and focused plan for contracting activities by category
2.2	Standardised, corporate processes and documentation to be implemented across the Council	Consider electronic capability for all regulated procurement activity. Develop resource plan and costings required to meet duties set out in regulations.	Corporate Procurement Manager	By June 2016.	Simplified processes, consistently applied thus reducing effort and risks.
2.3	Upfront demand management challenge process to be enhanced	Document benefits accrued and report on delivery of plan to Services	Corporate Procurement Manager	Throughout 2017	Savings opportunities identified and delivered.
2.4	Corporate wide contract risk register to be further developed and maintained for future use	Explore potential for developing this register as part of the eCM roll out. Consolidate corporate register with Capital Programme monitoring and Performance	Corporate Procurement Manager	July 2017 2016	Reduced risk and less threat of reputational damage.

		team. Contract Risk register is linked to corporate risk management activities and reported appropriately based on category.			
2.5	Benefits tracking methodology to be developed and embedded across the Council	Explore an integrated solution using eCM or eVPM to capture data per contract with the aim of automating all possible steps in these processes.	Corporate Procurement Manager	August 2017	Improved reporting of procurement performance and easier to track progress against savings targets.
2.6	Embed a corporate approach to contract management activities.	Clearly defined contract management lifecycle documented and agreed, with category specific standards set out and communicated. Apply approach to segmented contract portfolio, prioritising highest risk and value contracts in the roll out.	Corporate Procurement Manager	Throughout 2017	Increased savings opportunities secured and post award contract risks reduced.
Expected Outcomes					Monitoring and evaluation
	- Improved evidence of strategic development of contracts - Improved value from contracts - Risk mitigation improved - Securing procurement improvements, through demonstration of benefits				- Tracked benefits reported - Contract Risk register reported - Documented actions to mitigate risk - Documented actions to improve contract performance.
Outcome					Evidence
					- Evidence of benefits realised - Improved PCIP performance

3	Priority: Systems Invest in digital technology to ensure efficiency of our procurement processes and effective knowledge management for our contracts.				
	Objectives	Specific Action	Responsibility	Timescales	Quality Improvement aims
3.1	Review IT systems from a procurement perspective and develop an appropriate action plan for improvement (resourced from Transformation project)	Consolidated landscape of electronic processes delivered by integrating systems and processes where appropriate.	Corporate Procurement Manager	Throughout 2017	Procurement opportunities more easily identified and measured. Increased user satisfaction which will improve compliance rates. Reduced risk by using consistent and automated processes.
	Expected Outcomes		Monitoring and evaluation		
	- Controls of purchasing activities are automated - Purchasing transactions are simplified and efficient - Sourcing activities are recorded electronically - Contract documentation is systems based - Annual Forward Plan accurate and complete with reduced resource		- Percentages of invoices supported by an authorised instruction increased - Percentages of tenders managed electronically increased - Percentage of Contract Register content enabled in eCM & eVPM or appropriate equivalent (Concerto, NEC3 platform). See listed data sets		
	Outcome		Evidence		
	- Improved contract governance and compliance with legislation.4 - Reduced risk - Increased efficiency of processes		PCIP scoring reflects improved standards.		

4	Team Priority: Governance and Reporting Ensure the commercial activities undertaken maximise the benefit to our communities.			
	Objective	Specific Action	Responsibility	Timescales
4.1	Introduce a category management structure for key areas and develop reporting of key commodities at a corporate level	Establish the operating model for this structure, by providing an options appraisal to board. Identify new areas for deployment of a category management approach and make recommendations for improving procurement opportunities for savings through restructuring/resourcing of contracting activities. Reporting is improved through use of systems based data capture to populate clear, visual displays.	Corporate Procurement Manager	Defined by June 2017. Reduces fragmentation and risk of duplication Increases levels of expertise used in the category per contract Increase savings Increase efficiency and effectiveness of contract management Prioritisation of opportunities is evidence based
	Expected Outcomes	Monitoring and evaluation		
	Improved oversight and challenge	Percentage of contracts defined via a contract strategy or business case increases		
	Outcome	Evidence		
	Effective, efficient contracts which maximise social value.	Increased social value Delivery of savings Reduced resource requirements		

Appendix 3 - Local and National Context

Local context

- Finance and Resources – Revenue Budget
- Public Service Reform and new legislation
- Demographics and Service Demands
- Complexity of modern public service delivery
- Confidence and Ambition within the organisation
- Community Plan and Single Outcome Agreement 2013-2033
- Corporate Plan 2013-2018
- Building Ambition: Transformation Strategy 2015-2020
- Sustainable Procurement Policy
- Fair Working Practices including Living Wage
- Resourcing procurement

National Context

- Scottish Government Reform Agenda
- Procurement Reform (Scotland) Act and the new Sustainable Procurement Duty
- New procurement and commercial improvement programme (PCIP) replacing the Procurement Capability Assessment
- Changes to EU directives
- Self-Directed Support Bill
- Public Bodies (Joint Working) (Scotland) Act 2014 etc.
- Community Empowerment Act
- Community Planning Partnership and Single Outcome Agreement
- Social Value – Tackling Inequalities – links to Community Benefits
- Accounts Commission Report on Procurement in Councils April 2014
- Equality Act

